



## How to apply for a permit to operate a food establishment



[Restaurant application form](#)

Applicants seeking to operate a food establishment must apply for and obtain a permit. A food establishment is defined as a place where food is prepared for service to the public, either on or off premises, or any place where food is served. Examples include restaurants, catering kitchens, coffee shops, lunchrooms, taverns, delicatessens, dining accommodations of public or private clubs, mobile food units, kitchen facilities of hospitals or adult care homes, and dining accommodations of public and private schools and colleges.

	State Fee	County Fee	Total
Food Service Permit	\$40.00	\$0.00	\$40.00
Restaurant Plan Review Fee	\$40.00	\$0.00	\$40.00

Applicants for new or remodeled establishments must submit plans which include:

1. A scale drawing of the building. This drawing shall have the equipment and other furnishings denoted in the form of an equipment list. Specification sheets that provide model numbers, elevation views are also recommended. Include information about the water supply and sewage system that serves the proposed operation.
2. A finish listing of all floor, wall and ceiling finishes for each room in the proposed building. For renovation projects, the finish (and equipment) listings are to include the part of the building where the changes will take place.
3. A completed application is to be attached. The first address on the application is to be a location address. If this has been a restaurant under another name then it is to be noted in the appropriate space. The operator/owner addresses are to be business addresses.
4. A menu listing which reflects the proposed menu for this business.
5. Also see [Construction Guidelines for Plan Review](#).

